

**Membership Application Check List  
(Appendix 1)**

Relevant documents attached		Essential Requirments	CPP	CLPP	CA	AA	AT	OS
<input type="checkbox"/>	1	Current Member	√	√	√	√	√	√
<input type="checkbox"/>	2	Degree/ Diploma Certificate	√	√	√	√	√	√
<input type="checkbox"/>	3	Academic Transcript	√	√	√	√	√	√
<input type="checkbox"/>	4	Post Graduate University Transcript (For Chartered Accountant Membership only)			√			
<input type="checkbox"/>	5	Application Form	√	√	√	√	√	√
<input type="checkbox"/>	6	Recognised form of identification (Voter ID/ Drivers Licence/ Joint ID)	√	√	√	√	√	√
<input type="checkbox"/>	7	Reference Check Form	√	√	√	√	√	√
<input type="checkbox"/>	8	Curriculum Vitae	√	√	√	√	√	√
<input type="checkbox"/>	9	Certified / Original Copy of Letter of Good Standing from recognised accounting body			√	√		
<input type="checkbox"/>	10	Certificate of Practical Experience	√	√	√	√		
<input type="checkbox"/>	11	Final Mentoring Report Form (For Chartered Accountant Membership only)			√			
<input type="checkbox"/>	12	Mentoring Agreement Form			√			
<input type="checkbox"/>	13	Statutory Declaration Form	√	√	√	√	√	√
<input type="checkbox"/>	14	Business Licence Form (CPP & CLPP Membership only)	√	√				
<input type="checkbox"/>	15	Subscription Status	√	√	√	√	√	√
<input type="checkbox"/>	16	Supporting Documents if Business detail have changed	√	√				
<input type="checkbox"/>	17	Work Permit Validity (from / to)	√	√	√	√	√	√
<input type="checkbox"/>	18	Citizenship	√	√	√	√	√	√
<input type="checkbox"/>	19	Business Registration (CPP & CLPP Membership only)	√	√				
<input type="checkbox"/>	20	Physical address of Job Offer	√	√	√	√	√	√
<input type="checkbox"/>	21	Intention of application for membership with FICA	√	√	√	√	√	√
<input type="checkbox"/>	22	Application & Subscription paid	√	√	√	√	√	√